



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>EEO-4</u>	<u>CODE</u>
SENIOR PSYCHIATRIST (RANGE A)	B	10.109
SENIOR PSYCHIATRIST (RANGE B)	B	10.110
SENIOR PSYCHIATRIST (RANGE C)	B	10.111

DEFINITION OF THE CLASS:

Under administrative direction, plans, directs and participates in providing medical care to the mentally ill or mentally retarded; may supervise a subordinate staff providing professional medical services or patient care; and does related work as required.

EXAMPLES OF WORK: (The following is used as a partial description and is not restrictive as to duties required.)

Performs psychiatric evaluations by: reviewing data from referral sources and client records; interviewing family of client to obtain additional data; conducting psychiatric examination of client by interview to elicit subjective information and to observe the clients' mood, speech, perceptivity, thought process and intellectual functions; evaluating the data acquired and deciding whether a mental disorder is present and, if so, what is the most appropriate diagnosis of the disorder considering differential diagnosis; deciding what are the most appropriate recommendations for the treatment of the disorder; and stating recommendations for treatment management of the client. The purpose of the psychiatric evaluation is to determine the most probable cause of the clients' disorder for use as a working diagnosis and indicative treatment.

Conducts intake evaluations interviewing clients and obtaining information the presenting problems for which these clients seek services by: about eliciting background information regarding the clients' social history, family history, education, and medical history, and history of prior mental health examination and/or treatment; formulating clinical impressions and evaluations of current problems including a diagnosis; determining a level of social functioning using the Functional Level Scale in use by the Division; recommending dispositions such as acceptance or rejection for treatment; making follow-up appointments for the clients or referring clients for services. Intakes are done to evaluate whether the client is eligible for services.

Provides individual and family psychotherapy to clients by: identifying in behavior, thinking and relationships; formulating a problem list and developing, with the client and family, treatment plans and goals to resolve or modify the problems; implementing or teaching the client or family how to implement the treatment plan; measuring the frequency and severity of symptoms by observation and report to determine whether the treatment effects the desired changes; modifying the treatment modality as indicated by the clients' response; checking the client for evidence of benefit or untoward effects when treatment modality is, in part, medication, and modifying the dosage of medication as indicated by observation and knowledge. This task is done to provide treatment or training indicated by the clients' problems.

Attends treatment team meetings, management council meetings, family review committee meetings, in-service training seminars and other appropriate staff meetings in order to contribute information and make recommendations based on expertise as a physician and psychiatrist, as well as, experience in the diagnosis and treatment of mental disorders. This is done to provide input from the discipline to the overall treatment plan for the clients.

SENIOR PSYCHIATRIST (RANGE A)
SENIOR PSYCHIATRIST (RANGE B)
SENIOR PSYCHIATRIST (RANGE C)

B	10.109
B	10.110
B	10.111

Page 2 of 4

EXAMPLES OF WORK: (cont.)

Reviews the medical information forms of each client admitted for service, and writes a summary of the information and pertinent recommendations including the recommendation as to whether a more recent physical checkup is needed and/or a referral for a special evaluation (e.g., psychiatric evaluation) is indicated by the information contained on the form. Reviews the medical information provided by other physicians regarding clients and interprets the significance for the staff and pertinent treatment indications. This is done to provide the staff with interpretations of the medical information.

Prescribes psychotropic medication when indicated and approved by the treatment team and the client, parent, or guardian. Prescribes general medications when indicated for specific conditions and knowledge of the treatment of the condition is sufficient; when expertise is insufficient refers client to a specialist for consultation. This is done to provide medical care for the client. Oversees the overall medical evaluation and treatment of assigned clients by reviewing the physical findings and recommendations of the examining physician and implementing recommendations by writing treatment orders; and reviewing the records of clients at least monthly to determine that they are receiving prescribed treatment and their response to treatment. This task is done to provide medical care to the clients and to provide one physician who is primarily responsible for their care.

Supervises the medical treatment and medication given to clients by the staff. Consults with all staff who dispense medication to clients by: writing or giving orally all physician's orders to be implemented by the staff; instructing them on observations to be made of clients and their responsibility to report observations back; reviewing the dispensing of medications by other staff such as Professional Teaching Parents and inspecting and signing all medication records. This task is done to supervise the dispensing of medication to ensure that it is done properly and to ensure that medications are properly dispensed to the clients for whom they are prescribed.

Consults with the staff by: meeting with them and reviewing their treatment of the clients under their care and reviewing and signing their treatment plans for their clients as team leader. This is done to provide consultation and assistance to these employees.

Reviews and signs health insurance claim forms and responds to inquiries regarding claims from health insurance companies by: checking the services rendered, the charges for services and the diagnosis of the disorder for which the services are rendered. If a diagnosis for the disorder being treated is absent, determines the diagnosis and includes it. Directs the insurance carrier to pay the proper provider and signs the form as the physician submitting the claim. This task is done to properly apply for reimbursement to the agency for services rendered to the clients.

May prepare the medical portion of the biennial budget request by: reviewing the current biennial budget and the expenditures for medical services; obtaining information regarding new or additional medical services to be requested for the next biennium; estimating the budget required for the next biennium for medical services and presenting recommendation to Director.

Maintains current knowledge in medicine, psychiatry, and the treatment of mental disorders by attending educational meetings, reviewing current literature and attending in-service training sessions, etc.

Positions allocated as Senior Psychiatrists typically report to a Clinic Director or Medical Director. Clinical work is carried out independently and reviewed periodically by means of peer review, case conferences, and related mechanisms. Consultation/education activity is also conducted

SENIOR PSYCHIATRIST (RANGE A)
SENIOR PSYCHIATRIST (RANGE B)
SENIOR PSYCHIATRIST (RANGE C)

B	10.109
B	10.110
B	10.111

Page 3 of 4

EXAMPLES OF WORK: (cont.)

independently consistent with agency needs. These activities are largely governed by state and federal laws regarding client rights and services to the mentally ill; Division, agency and program guidelines, policies and procedures; and medical ethics. Special assignments and requests are communicated and may be reviewed by the Medical Director or Clinic Director.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These may be acquired on the job and/or needed to perform the work assigned.)

Ability to work as part of a multi disciplinary team and to collaborate with colleagues. Ability to establish and maintain a working relationship with family physicians, pediatricians, social workers, probation officers, and parents or guardians.

ENTRY KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Knowledge and skill in the psychiatric evaluation of clients, the differential diagnosis of mental disorders and the treatment of mental disorders in clients. Knowledge of psychotropic medication and of general medications. Knowledge of current nomenclature for mental disorders.

Skill in classifying mental disorders in compliance with established criteria as set forth in the Diagnostic Statistical Manual.

Ability to encourage individuals on a personal, caring basis on a one to one basis or in a group, and in motivating others to effective action. Ability to exchange ideas, information and opinions with others to formulate policies and programs and/or to arrive jointly at decisions, conclusions or solutions. Ability to interact diplomatically and constructively with persons of various social, cultural, economic and educational backgrounds to obtain information needed. Ability to read technical and medical psychiatric texts and reports. Ability to write psychiatric evaluation reports and discharge summaries and replies to insurance claims. Ability to give a formal, oral presentation of scientific information regarding psychiatric and mental health topics. Ability to establish rapport and gain the trust of others. Ability to maintain equanimity in the face of traumatic injury, defiance, resistance, verbal and physical hostility and indifferences necessary. Ability to follow through on tasks and make decisions and to implement them with minimal direct supervision. Ability to demonstrate proficiency in the oral and written expression of the English language.

EDUCATION AND/OR WORK EXPERIENCE:

I

RANGE C: Certification by the American Board of Psychiatry and Neurology; OR

II

RANGE B: Written confirmation that applicant possesses the necessary qualifications to be admitted to the certification examination of the American Board of Psychiatry and Neurology.

RANGE A: Graduation from a medical school approved by the Nevada Board of Medical Examiners, completion of a one year internship in an approved hospital, and two years of practice in the field of psychiatry.

SENIOR PSYCHIATRIST (RANGE A)
SENIOR PSYCHIATRIST (RANGE B)
SENIOR PSYCHIATRIST (RANGE C)
Page 4 of 4

B 10.109
B 10.110
B 10.111

SPECIAL NOTE/REQUIREMENT:

NRS 433.267 requires that Psychiatrists employed by the Division of Mental Health and Mental Retardation be certified by the American Board of Psychiatry and Neurology within five years from the date of employment.

LICENSE:

Possession of a license to practice medicine in the State of Nevada at the time of appointment.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>10.109</u>	<u>10.110</u>	<u>10.111</u>
ESTABLISHED:	3/28/60	3/28/60	3/28/60
REVISED:	7/1/69	7/1/69	7/1/69
REVISED:	6/22/70	6/22/70	6/22/70
REVISED:	1/5/73	1/5/73	1/5/73
REVISED:	7/1/86R	7/1/86R	7/1/86R
	7/18/86-3	7/18/86-3	7/18/86-3
REVISED:		8/6/87-3	8/6/87-3
ABOLISHED:	8/6/87-3		
REVISED:		11/13/87	11/13/87
RE-ESTABLISHED:	11/13/87		
REVISED:	7/1/89P	7/1/89P	7/1/89P
	8/19/88PC	8/19/88PC	8/19/88PC
REVISED:	3/13/90-3	3/13/90-3	3/13/90-3
REVISED:	10/1/91LG	10/1/91LG	10/1/91LG
REVISED:	7/1/93LG	7/1/93LG	7/1/93LG